

**March 14, 2012**

## **JOB POSTING**

**The State Soil and Water Conservation Board hereby posts the following job vacancy for the Temple Office location.**

**Natural Resource Specialist IV**

**Class No. 2685/B21**

**Minimum Starting Annual Salary: \$46,731 - \$64,769**

**Travel: As Needed (Statewide)**

**This position reports to: Statewide Programs Officer**

Description of duties and qualification requirements are attached to this posting.

**Contact Person:** Employees interested in applying for the vacancy listed above should contact **Human Resources Department** for additional information.

**Job Posting Period:** This vacancy listing is posted effective today, Wednesday, March 14, 2012, and will remain posted until filled.

*The Texas State Soil and Water Conservation Board is an equal opportunity employer, and does not discriminate against job applicants or employees on the basis of race, color, national origin, sex, religion, age, disability or veteran's status.*

# **TEXAS STATE SOIL AND WATER CONSERVATION BOARD**

## **JOB OPENING**

**CLASSIFICATION:** Natural Resource Specialist IV

**STATE CLASSIFICATION CODE:** Class No. 2685/B21

**LOCATION:** Temple, Texas

**STARTING ANNUAL SALARY:** \$46,731 - \$64,769

### **GENERAL DESCRIPTION OF DUTIES**

Serves as the Statewide Nonpoint Source (NPS) Program Coordinator. Manages all aspects of the Texas Nonpoint Source Management Program, all aspects of the Clean Water Act (CWA), Section 319(h) NPS Grant Program, grant and contract aspects of the Total Maximum Daily Load (TMDL) Program. Provides day-to-day supervision of all NPS staff and programs under the direction of the Statewide Programs Officer. Performs assignments and provides support in planning, design, management, and implementation of programs and practices related to agency responsibilities in soil and water conservation, agricultural and/or silvicultural NPS pollution management, animal waste management, and other areas. Works under minimal supervision with considerable latitude for the use of initiative and independent judgment. Participates in health and safety training.

### **EXAMPLES OF WORK PERFORMED**

Administers the Texas Nonpoint Source Management Program, CWA Section 319(h) NPS Grant Program and the TMDL Program; responsible for program planning, development, and implementation for preventing and abating agricultural and/or silvicultural NPS water pollution; coordinates program activities with other work units within the agency, the Texas Commission on Environmental Quality (TCEQ), Environmental Protection Agency (EPA), various governmental entities, policy makers, and special interest organizations.

Serves as a liaison to EPA Region 6; monitors the deliverables and finances of all active grants; develops new grants and projects; evaluate and select grant proposals for funding; develops and initiates contracts between the TSSWCB and grantees; monitors environmental policy.

Coordinates agency involvement in watershed protection plans (WPP) and TMDLs with the TCEQ and other federal, state, regional and local agencies to ensure WPPs and TMDLs are consistent with the agency's mandate to plan, implement, and manage

programs and practices for preventing and abating agricultural and/or silvicultural NPS water pollution.

Provides day-to-day supervision of all NPS staff and programs under the direction of the Statewide Programs Officer.

Coordinates the agency's Environmental Data Quality Management Program and technical support personnel responsible for maintaining the agency's Quality Management Plan (QMP) and associated quality assurance project plans (QAPPs) so that data of known and acceptable quality is generated through agency funded projects.

Consults and communicates with other departments, agencies, soil and water conservation districts and other groups in furthering interest and/or action regarding plans and programs related to resource conservation and NPS pollution abatement and reviews and evaluates planning material related to resource conservation and nonpoint source pollution abatement.

Coordinate the agency's involvement in the Texas Coastal NPS Pollution Control Program and the Groundwater Protection Committee to ensure activities are consistent with the agency's mandate to plan, implement, and manage programs and practices for preventing and abating agricultural and/or silvicultural NPS water pollution.

Represent the agency at meetings and conferences with other local, state and federal entities concerning agency programs and issues and serve as a liaison with other local, state and federal entities having roles and responsibilities in natural resource conservation.

Prepare and submit reports on progress and activities as needed, including reporting to the Board.

Performs other activities as assigned.

## **EDUCATION AND EXPERIENCE**

Experience in the field of agricultural, natural resources management, and environmental planning with specific knowledge of watershed coordination and watershed planning. Graduation from an accredited four-year college or university with major course work in natural resources, environmental science, environmental planning, agriculture, or a related field is generally preferred.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

Incumbent must have extensive knowledge in watershed management, watershed planning, point and non-point source pollution management, agricultural, and natural resource management. Must have a working knowledge of computers and appropriate software programs. Excellent communication, coordination, and facilitation skills are required. Ability to work in an office environment as well as outdoors. Ability to work

with producers and government agencies. Working knowledge of Natural Resources Conservation Service policies, as well as state and federal water quality laws. Must be able to safely accomplish moderate lifting (up to 50 lbs.) and sustained moderate physical activity. Must be able to safely and legally operate a motor vehicle.

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Complete a State of Texas application. Mail an original application to the address below. Resumes will not be accepted in lieu of the application.

For additional information, visit our website at [www.tsswcb.state.tx.us](http://www.tsswcb.state.tx.us) or contact:

Human Resource Department  
State Soil and Water Conservation Board  
P.O. Box 658  
Temple, TX 76503  
254/773-2250

**\*\*\*\*Important Notice\*\*\*\***

This position exists due to federal funding available to the Texas State Soil and Water Conservation Board (TSSWCB) under the provisions of a contribution agreement between the TSSWCB and the United States Environmental Protection Agency (EPA). Funding is contingent upon funds being appropriated by Congress, made administratively available, or authorized by law and is received on an annual basis at the beginning of each Federal fiscal year, which begins on October 1. Applicants should realize that, if selected, their employment may terminate with the cancellation of the contribution agreement between the TSSWCB and the EPA. All other employment policies and procedures are the same as those that apply to all TSSWCB employees.